



# NAVAJO COUNTY

## JOB DESCRIPTION

**TITLE:** Nurse Practitioner

**FLSA:** E

**SERVICE:** Classified

**REVISED:**

**Summary:** Under general supervision, supervises facility nurses concerning health care practices and procedures; performs related work as assigned.

**Essential Job Functions:** *(Essential function, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)*

- Schedules and supervises the work of facility nurses, writes standard orders for inmate care.
- Assists the Jail Commander and facility nurses in the development of health care policies and procedures in accordance with applicable state laws and standards of the American Corrections Association and National Commission on Correctional Health Care.
- Renders health care services to inmates, prescribes and/or administers treatment and medication to inmates.
- Administers physical exams and attends "sick call" at the facility pursuant to assigned schedule.
- Provides telephone consultations as required.
- Evaluates and attends to health care needs of injured inmates and staff during times of riot or emergency as determined by the Jail Commander.

### Knowledge and Skills:

- Knowledge of established concepts, principles and practices related to health care.
- Knowledge of professional nursing principles, practices and procedures.
- Knowledge of community resources for appropriate referrals.
- Knowledge of clinical service practices
- Knowledge of principles and practices of supervision.
- Skill in the use of medical instruments and equipment.
- Skill in physical health assessment.
- Skill in effectively communicating verbally and in writing.
- Skill in establishing and maintaining effective working relationships with employees, other agencies and the public.
- Skill in planning, organizing and directing the work of others.

### Desirable Qualifications:

Graduation from an accredited Nursing Program; AND a license as a Nurse Practitioner, along with prescribing privileges; AND four years of varied nursing experience; AND a Current State of Arizona unrestricted license as a registered nurse; AND a valid driver's license.